ACEND® UPDATE
The On-line Newsletter for ACEND-Accredited Programs
March 2017

ACEND office has moved – New Address
The Academy of Nutrition and Dietetics and ACEND have moved to a new floor in the same building (we are now in suite 2190). Telephone numbers remain the same. Effective immediately, address all ACEND correspondence to:

120 South Riverside Plaza, Suite 2190
Chicago, IL 60606

Change ACEND address in accreditation statements
All ACEND-accredited programs are required to accurately state its accreditation status in recruitment materials and in information for enrolled students. Thus, statements about accreditation should be revised to read as follows:

The (program name) is currently granted (accreditation status) by the Accreditation for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606, 312/899-5400, www.eatrightpro.org/acend.

If a program publishes its accreditation status in more than one place (e.g., in catalogs, Web sites, or other publications), all references must include ACEND’s full address and phone number. Thus, consumers will know where to direct questions and concerns about a particular program’s accreditation status.

Standards Committee Update
The 2017 Accreditation Standards were released last fall. All programs must come into compliance with the 2017 Standards by June 1, 2017 and submit their revised curriculum map and student learning outcomes assessment plan to ACEND by January 1, 2018. See the ACEND website www.eatrightpro.org/acend for more information.

A revised draft of the Future Education Model Accreditation Standards was released for public comment. The revised standards and a webinar detailing the changes made can be found at www.eatrightPRO.org/FutureModel. Public comments on the revisions can be submitted on line at https://www.surveymonkey.com/r/RevFEMComments until April 28, 2017. Questions about the Standards work also can be sent to acend@eatright.org.
Discussions at Spring NDEP Regional Meetings

Representatives from the ACEND board and staff will participate in several sessions at the 2017 NDEP Regional Meetings to answer questions and to listen to NDEP member concerns. Updates will be provided and input obtained. Board and staff members are scheduled to attend the following meetings:

<table>
<thead>
<tr>
<th>Date</th>
<th>Region</th>
<th>Location</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 12-14</td>
<td>Western Region</td>
<td>Asilomar, California</td>
<td>Wanda Eastman (Board Member)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mary Gregoire (Staff)</td>
</tr>
<tr>
<td>March 30–31</td>
<td>Central Region</td>
<td>Louisville, Kentucky</td>
<td>Maxine McElligott (Board Member)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mary Gregoire (Staff)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mary Ann Taccona (Staff)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Amy Anichini (Staff)</td>
</tr>
<tr>
<td>April 20-21</td>
<td>Eastern Region</td>
<td>Baltimore, Maryland</td>
<td>Sharon Schwartz (Board Member)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mary Gregoire (Staff)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Elise Cowie (Staff)</td>
</tr>
</tbody>
</table>

Spring 2017 Internship Computer Match

Computer matching results will be available Sunday, April 2, 2017 beginning at 6:00 pm Central Time and on Monday, April 3, 2017 matched applicants must contact the Dietetic Internship Director before 6:00 PM (time zone of the program) to confirm acceptance of their appointment.

On Tuesday, April 4, 2017, beginning at 6:00 am Central Time, Dietetic Internships with openings may access the list of unmatched applicants who have given permission to release their name and DI directors with available openings may invite unmatched applicants they originally entered on the list submitted to D&D Digital to attend their program on Tuesday, April 4, 2017. These appointments must be confirmed by 8:00 pm Central Time on Wednesday, April 5, 2017.

Non-matched applicants will have access to the list of DI programs with openings at 11 am (Central Time) Thursday, April 6, 2017. DI directors are encouraged to accept second round selection applications through DICAS. Program directors should clearly communicate the application and process for review and acceptance into their programs on their website. Program directors can determine when they will review and accept applicants into their program.

For a more information about computer matching and the complete computer matching calendar visit: Computer Matching
**Program Directors Workshops – 2017 Accreditation Standards**

The Program Director workshops are designed to help nutrition and dietetics education program directors learn the latest accreditation standards and specific details on how to prepare for self-study reports, program assessment reports and site visits under the 2017 ACEND accreditation standards. Interactive sessions will cover plans for program improvement and how to prepare for a self-study/site visit or Program Assessment Report (PAR). Opportunities will be available for networking and for staff to answer questions about your reports. Individuals interested in applying to start a new ACEND program as well as newly appointed program directors are welcome and encouraged to attend. 12 hours (Level 2) CPE credit available for attendance.

**Workshop Dates:**
- August 17-18, 2017 – Chicago, Illinois
- October 20-21, 2017 – Chicago, Illinois at FNCE®

**Share Your Noteworthy Practices with Other Educators**

If you would like your noteworthy practice to be reviewed by ACEND’s Review Committee and possibly selected for the next quarter, please visit the Accreditation Forum Library under Other Information and Resources in ACEND portal at [http://education.webauthor.com](http://education.webauthor.com) or go to the ACEND website [www.eatright.org/ACEND](http://www.eatright.org/ACEND) to download the submission form. Please submit the completed submission form and supporting documentation to [ACEND@eatright.org](mailto:ACEND@eatright.org) by Friday, April 28, 2017. Noteworthy practices in the following topic areas are requested: Preceptor Recruitment and Recognition, Interprofessional Education, Curriculum (i.e. simulation, review process, integrated experience) and Program Improvement (i.e. data collection, technology, pass rate).

If your noteworthy practice is chosen next quarter, the practice will be posted to the ACEND website and in the ACEND UPdate newsletter in May 2017.

**National Preceptor Month**

April is fast approaching, which means, so will the fourth annual National Preceptor Month. For the past three years, National Preceptor Month has been a huge success. We would like to thank everyone who got involved and helped us thank our preceptors all across the U.S.

National Preceptor Month is an occasion to recognize and thank the practitioners who make the time and effort to create the next generation of professionals by teaching students in their workplace. In order to help recognize the importance of preceptors and participate in National Preceptor Month, we are asking program directors to take a little time to thank their preceptors and encourage their students to do the same.

Keep in mind that it’s important to thank preceptors who took the time to teach and mentor students not just during National Preceptor Month, but also throughout the year. We are all very excited about the upcoming events so make sure to keep an eye out for more information on National Preceptor Month in April and begin to plan your events and many ways to say thanks to your preceptors! For more information on National Preceptor Month or Preceptor Recruitment, contact [preceptor@eatright.org](mailto:preceptor@eatright.org)
To register, visit the Upcoming Events webpage Workshop Registration or visit the ACEND Portal to download the registration form and mail the completed form with a check payment. For more information, please call (312) 899-0040, extension 5400.

**Adding a Requirement to Complete a Graduate Degree to a Dietetic Internship**

ACEND classifies dietetic internships in the following categories:

- Non-degree Dietetic Internship
- Graduate Degree Available – Students have access to complete a graduate degree but the completion of the degree is not required to receive a verification statement
- Graduate Degree Required – Interns do not receive a verification statement until both the graduate degree and internship requirements are completed.

A substantive program change request is required to be submitted if a dietetic internship plans to add a requirement that interns complete a graduate degree before receiving a verification statement, which is the third category listed above. The program must receive approval from ACEND prior to implementing this change.

The substantive change request can be submitted separately or with a self-study report for review during the site visit process. The program will not be able to implement the change, however, until after it is reviewed at the ACEND board meeting.

If the substantive change request is submitted as a separate document, it will go through the normal ACEND review process and programs typically will have a decision from the ACEND Board within two months.

If the program submits the substantive change request as part of the self-study, the timeline for review is much longer as the request will not be reviewed by the ACEND Board until the program comes before the Board for the accreditation decision based on the site visit. If a program chooses to submit the substantive change request with the self-study report, it should be submitted as a separate document that describes how the change impacts any of the standards addressed in the self-study report.

Applying to become a demonstration program to implement the *Future Education Model Accreditation Standards for Master Degree Programs* is a different process than adding a graduate degree requirement to a dietetic internship. For more information about submitting substantive program changes view the Guidelines for Requesting Substantive Changes on the Program Director Portal or contact ACEND staff (ACEND@eatright.org) to discuss implementing this or any other program changes.
Registration Eligibility Processing System (REPS) Submission Reminders

In March 2016, CDR launched the new and improved Registration Eligibility Process System (REPS). Thanks to the cooperation of program directors, the transition to this enhanced system has gone smoothly and CDR has received positive feedback. In order to facilitate continued efficient and accurate candidate submission, CDR would like to remind program directors that a REPS FAQ can be found on CDR’s website here. This document addresses many questions which have arisen regarding documentation requirements and system use.

In addition, CDR would like to remind programs of the following in order to address issues related to the most common class returns in 2016:

- All Verification Statements (VS) contain two dates; the date the program requirements were completed and the date the program director signed the VS. In REPS, the completion date you are being asked for is the date all program requirements were completed and not the date the VS was signed.
- The transcript uploaded into REPS must be a final transcript. A final transcript will include the date the degree was awarded/conferred/granted. This is the date you will record in REPS.
- When submitting a student with a foreign degree, you must indicate their degree type as being BS or MS Foreign Equivalent and must upload a foreign degree evaluation to verify this degree’s legitimacy.
- For Didactic Programs in Dietetics (DPD), the completion date on the DPD VS cannot pre-date the date the individual’s degree is granted. Completion of a minimum of a bachelor’s degree is required for DPD completion.
- For Master’s Coordinated Programs (CP), the completion date on the CP VS cannot pre-date the date the master’s degree is granted. Completion of the degree is required for program completion.
- DPD directors must provide 6 signed original verification statements to all graduates who have completed program requirements.

CDR also encourage program directors to make sure they are using the most current CDR forms (which can be found on your REPS dashboard or here). If you have questions regarding REPS document policies, please contact Rebecca Beavers at 800-877-1600, Ext. 4781, rbeavers@eatright.org or Peggy Anderson at 800-877-1600, Ext. 4764, panderson@eatright.org.

CDR Pass Rate Reports

Pearson VUE distributes several reports with CDR pass rate data to programs. One report titled, ACEND – Summary of Candidate Testing, contains first time and one year pass rate data. This is the report that ACEND uses when evaluating program pass rates. This report includes data from all students who take the registration exam, including those who time out of the exam before finishing it. A second report titled, Five Year Summary, contains information about the program’s total score on the registration exam and the sub scores for nutrition and foodservice. It also contains first time pass rate data. This report only includes data from students who completed the registration exam; it does not include data on students who timed out of the exam. The first time pass rate on these two reports will differ for programs who had students who timed out of the exam before finishing. ACEND uses the first time pass rate data from the ACEND – Summary of Candidate Testing report.
The Academy Foundation 2017 scholarship application is available! The Academy of Nutrition and Dietetics Foundation is the largest provider of dietetics scholarships, providing funding to deserving students at all levels of study. More than 4,200 students have been awarded scholarships totaling nearly $4.2 million. Scholarships are funded by individual donors, the Academy’s state and regional dietetic associations, dietetic practice groups and Academy partners, including Colgate-Palmolive Company, Commission on Dietetic Registration, ConAgra Foods, New Jersey Dietetic Association and Mead Johnson Nutrition. Merri Metcalfe, RD the 2016 recipient of the Nutrition and Dietetics Educators and Preceptors Scholarship had this to say about receiving support: “The Academy Foundation scholarship will alleviate significant financial burden from tuition costs. I look forward to applying all that I am learning upon graduation and give back in the field of nutrition and dietetics.”

- The scholarship application **deadline is Monday, April 17th** at 5 pm Central Time.
- Sign in and access the online application [HERE](http://eatrightfoundation.org/scholarships-funding/#Scholarships).
- Please see application instructions [HERE](http://eatrightfoundation.org/scholarships-funding/#Scholarships).
- Academy membership is required for all scholarships except the CDR Doctoral and CDR Diversity, for which Academy membership is preferred but not required. To see the qualifications to become a member of the Academy of Nutrition and Dietetics and to apply, visit [http://www.eatrightpro.org/resources/membership/membership-types-and-criteria](http://www.eatrightpro.org/resources/membership/membership-types-and-criteria)
- Applicants must be enrolled in their dietetics program a **minimum of four months during the August 2017 - July 2018 academic year**.
- For more information, please visit [http://eatrightfoundation.org/scholarships-funding/#Scholarships](http://eatrightfoundation.org/scholarships-funding/#Scholarships) or contact Stacy Chassagne at scholarship@eatright.org

**ACEND Accreditation Decisions**
ACEND reviews applications and make accreditation decisions based on each education program’s ability to meet ACEND Accreditation Standards. Accredited programs as of March 2017:

<table>
<thead>
<tr>
<th>Total Number of Active US-Based ACEND Programs</th>
<th>576</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Dietetic Technician Programs</td>
<td>41</td>
</tr>
<tr>
<td>US Coordinated Programs</td>
<td>61</td>
</tr>
<tr>
<td>US Didactic Programs</td>
<td>221</td>
</tr>
<tr>
<td>US Dietetic Internships</td>
<td>253</td>
</tr>
<tr>
<td><strong>US Programs Seeking Candidate Status</strong></td>
<td>12</td>
</tr>
<tr>
<td><strong>International Programs Seeking Candidate Status</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>International Coordinated Programs</strong></td>
<td>5</td>
</tr>
</tbody>
</table>
ACEND 2017 Standards Forms and Templates
ACEND’s 2017 Accreditation Standards, Templates and Guidance Information is easily accessible on the ACEND web site at: 2017 ACEND Accreditation Standards and Templates

2016-2017 Accreditation Council for Education in Nutrition and Dietetics
The ACEND board is the governing unit of ACEND which grants final accreditation awards. ACEND is composed of a board of 15 members, a group of appointed peer reviewers, and staff members. Further information and the 2016-2017 Board members are available online.

ACEND Staff Contacts
ACEND staff members are available to provide consultation, guidance and support on meeting ACEND’s accreditation standards, policies and procedures. Please email ACEND@eatright.org, ISPP@eatright.org or call (312) 899-0040 extension 5400. Normal business hours are 8:00 AM to 5:00 PM Central Time, Monday through Friday. A list of ACEND staff is available online.

If you have questions about an article in this issue of the ACEND Update, ACEND or its activities, please contact the ACEND staff at ACEND@eatright.org. The ACEND Update is provided as a service to all ACEND-accredited programs. Please feel free to use portions of this newsletter along with an acknowledgment (see below) to inform your students, faculty, practitioners, administrators, and other program stakeholders:

ACEND Update (March 2017) and past issues of the ACEND Update can be found here: ACEND Update